

R02-19-A-008

**Narrative Information Sheet****1. Applicant Identification**

City of Glens Falls  
City Hall, 42 Ridge Street  
Glens Falls, New York 12801

**2. Funding Requested**

- a. Assessment Grant Type: Community-Wide Assessment
- b. Federal Funds Requested:
  - i. \$300,000
  - ii. The City of Glens Falls is not requesting a Site-specific Assessment Grant waiver of the \$200,000 limit.
- c. Contamination: Hazardous Substances (\$200,000) and Petroleum (\$100,000)

**3. Location**

- a) City of Glens Falls
- b) Warren County
- c) New York State

**4. Property Information for Site-Specific Proposals**

Not applicable – The City of Glens Falls is not applying for a Site-specific Assessment Grant.

**5. Contacts**

- a. Project Director:  
Edward M. Bartholomew, Director  
Office of Economic and Community Development  
& EDC Warren County CEO/President  
City Hall, 42 Ridge Street  
Glens Falls, New York 12801  
Tel: (518) 761-6007  
Email: ebartholomew@edcwc.org
- b. Chief Executive Officer:  
Daniel L. Hall, Mayor  
City of Glens Falls  
City Hall, 42 Ridge Street  
Glens Falls, New York 12801  
Tel: (518) 761-3805  
Email: mayor@cityofglensfalls.com

**6. Population**

2017 Population Estimate (as of July 1, 2017): 14,439

**7. Other Factors Checklist**

None of the Other Factors listed in the Assessment Grant proposal guidelines are applicable to this project.

**8. Letter from the State or Tribal Environmental Authority**

Please refer to the attached acknowledgement letter from the New York State Department of Environmental Conservation (NYSDEC).

# NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Remediation, Bureau of Program Management  
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January 11, 2019

Edward M. Bartholomew  
Director of Community and Economic Development  
City Hall  
42 Ridge Street  
Glens Falls, NY 12801

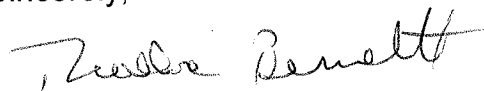
Dear Mr. Bartholomew:

This is to acknowledge that the New York State Department of Environmental Conservation (DEC) received a request from the City of Glens Falls's consultant, Barton & Loguidice, dated January 3, 2019, for a state acknowledgement letter for a Federal Year 2019 United States Environmental Protection Agency (USEPA) Brownfields grant.

I understand that the City of Glens Falls plans to submit a Brownfield Community-wide Assessment Grant application for hazardous substances and petroleum in the amount of \$300,000. Focus of the funding will be to conduct Phase I and Phase II Environmental Site Assessments in the limits of the City of Glens Falls. In addition to the site assessments, funding will be allocated to conduct associated planning (including remediation planning) and community involvement activities. Please note that the USEPA criteria for an assessment grant specifies that, if selected, the City of Glens Falls may only expend up to \$200,000 of the grant on a specific site.

DEC encourages initiatives to redevelop brownfields with the goal of mitigating any environmental and health impacts that they might pose.

Sincerely,



Theodore Bennett  
Director  
Bureau of Program Management

cc: T. Wesley, USEPA Region 2  
E. Obrecht, DEC Albany  
R. Huyck, DEC Region 5  
S. LeFevre, Barton & Loguidice



NEW YORK  
STATE OF  
OPPORTUNITY

Department of  
Environmental  
Conservation

**1. Project Area Description and Plans for Revitalization (30 points)**

**1.a. Target Area and Brownfields (15 points)**

**1.a.i. Background and Description of Target Area (5 points)**

In the 1940s, *Look Magazine* toured the City of Glens Falls and named it “Hometown USA” in a national cover story. Editors were enamored with the bustling downtown, the front porch housing supply, the hard work ethic of the blue collar residents, and the lumber, paper, textile and clothing factories that turned out goods sold throughout the country. One generation later, our Hometown is coming back, not as an idyllic Post-WWII mill town, but as a tight-knit family community that fosters entrepreneurial investment, supports locally-owned and sourced businesses, and cares deeply about recycling our infrastructure and former factories to return those solid but distressed properties to new innovative uses.

Glens Falls is a classic Hudson River mill town with 14,439 people located in southern Warren County in upstate New York, 45 miles north of Albany. The Hudson, considered to be one of the most historic, scenic, powerful, and polluted rivers in the country, supported massive logging operations supplied by the Adirondack Mountains that provided water power to spawn more than 20 paper and textile mills in Glens Falls and the surrounding region. These global operations, including Finch, Scott, and International Paper, have either downsized or shuttered their mills since the 1970s, shedding 4,500 high-wage jobs and setting in motion the deterioration of our downtown business district and adjacent blue collar neighborhoods.

Using electricity generated by the Hudson and the ability to distribute massive quantities of goods around the world, Glens Falls was home to a bustling corridor of factories and supplier businesses concentrated along Warren, South, and Broad Streets which forms a wide industrial belt across the entire City. Decades in the making, the shutdown of 20 mills and another 30+ suppliers and service businesses along the Warren/South/Broad Street Corridor has created blighted commercial properties, still vacant mill buildings, rotting former gas stations and auto repair shops, pockets of homelessness, and declining home values in this populated industrial corridor that follows the Hudson River along the City’s southern boundary and encompasses almost half of the City’s total land area and more than 3,700 city residents.

Within this targeted Corridor, viable businesses struggle alongside decaying buildings, many of which have been vacant for decades. Property owners and developers are unwilling to rehabilitate vacant mills without knowing the extent of environmental hazards. The City estimates commercial vacancy rates within this Corridor to be at least 30%, and rental apartments in multi-family homes are believed to make up 60% of all housing units, compared to a rental occupancy rate closer to 50% for the entire City. The presence of Brownfield Sites and other vacant and underutilized properties drags down property values, discourages residents and business owners from investing in their properties, and prevents new commercial investment from considering Glens Falls when compared to green-field parcels outside the City and further from existing infrastructure, skilled labor, and customers.

The Warren/South/Broad Street Corridor covers the southern half of the City, hugging the northern shoreline of the Hudson River and anchored by two primary “gateway” routes connecting Glens Falls with Vermont and New England to the east (Warren Street) and New York City and Montreal to the west via Interstate 87 (South and Broad Streets). These streets bisect mixed industrial, commercial, and once-proud middle class neighborhoods littered with vacant lots, closed mill buildings, vacant and re-purposed gas stations and former dry cleaners, abandoned and foreclosed homes and multi-family apartment houses, and a handful of still active industrial properties such as scrap-metal recyclers.

The targeted Corridor qualifies for HUD Community Development Block Grant (CDBG) funding under the City's Entitlement Program with more than half of all residents having low and moderate income, and a portion of Broad Street within the Corridor has been designated as a federal Opportunity Zone under the 2017 tax legislation. New York State has also designated the Broad and South Street area under its Downtown Revitalization Initiative (DRI), giving the City financial and technical resources to attract developers to renovate distressed industrial properties or construct new in-fill housing, offices, and retail businesses to replace long-dormant mills, vacant surface parking lots, and dilapidated homes and apartments.

1.a.ii. Description of the Priority Brownfield Site(s) (10 points)

Based upon the Brownfield inventory developed by the City with the use of previous EPA grant funds and three current planning projects under the NYS Brownfield Opportunity Areas (BOA) Program (focusing on Warren, South, and Broad Streets also targeted in this proposal), the City has identified up to 20 properties within this Corridor that are believed to be contaminated, as well as 15 other Brownfield Sites that are vacant, abandoned, and underutilized. The City's review of site characteristics indicates that most of these properties could be eligible for Phase I and Phase II ESAs based on current owners unrelated to their past uses and their high likelihood for reuse as a result of EPA funding and availability of other public and private investments being discussed by developers and the City for these properties.

To further highlight the potential impact of EPA Brownfields Assessment funding, the City is summarizing in this proposal 8 high priority redevelopment sites (see the table below). Several of these sites are located on Warren Street, sandwiched between single family homes and apartments, and in close proximity to a popular Children's Museum, the Hyde Collection Art Museum, a large and active church, and a skilled nursing home. The sites range from a former car dealership and body shop that has stood vacant for almost 30 years on a large parcel facing the Hudson, a 65,000 square foot knitting and fabric dyeing mill across the street from single- and two-family homes, and a vacant National Guard Armory that could offer unique retail or recreational uses benefitting the Warren Street neighborhood. On the South and Broad Street side of our target Corridor, a large former warehouse with easy truck access to I-87 at the City's western end and a hulking downtown garment factory offer the potential for modern distribution and mixed commercial and residential uses to bring people back to the center of the City.

<b>Site Name and Address</b>	<b>Former Use(s)</b>	<b>Potential/Known Contaminants</b>
<b>Former Ford Garage</b> 109 Warren St.	Auto dealership, Gas station, auto body shop	Petroleum, PAHs, and Metals
<b>Buckley Auto Garage</b> (portion) 254 Warren Street	Auto repairs, former auto dealer and service	VOCs, SVOCs, and PAHs
<b>Native Textile</b> Warren Street	Knitting, fabric dyeing, and finishing operations	VOCs, SVOCs, and PAHs
<b>Former Auto Repair</b> 115-117 Warren Street	Auto repairs and body shop for much of 20 <sup>th</sup> Century	Petroleum, PAHs, and Metals
<b>Former Gas Station</b> 119-127 Warren Street	Auto dealership, repair facility, and body shop	Petroleum, PAHs, and Metals
<b>Garment Factory</b> 46-52 South Street	Textile Manufacturing, Taxi Cab Stand, Bars	VOCs, SVOCs, PCBs, and Metals

<b>Vacant Armory</b> 147 Warren Street	National Guard Armory and Training Center	Petroleum, Asbestos, Lead-based paint
<b>Former Warehouse/ Truck Storage</b> 79 Broad Street	Former warehouse and delivery and freight truck storage facility	Petroleum, PAHs, and Metals

**1.b. Revitalization of the Target Area (9 points)**

**1.b.i. Redevelopment Strategy and Alignment with Revitalization Plans (5 points)**

The need to redevelop industrial and commercial structures to encourage new business investment is the primary objective of the City's Brownfield Program, operating since 2000. The City is land-locked by the Hudson River to the south and the sprawling Town of Queensbury on all other sides. The majority of the City's 3.9 square miles has been developed for current or former commercial, residential, and municipal uses. Any significant vacant industrial land within the City is known or perceived to be contaminated to some degree, based on NYS-DEC databases, City-sponsored business surveys, prior EPA Assessment Grants, known historical land uses, and attempts by developers to invest without conducting proper due diligence, and therefore walking away from their investment plans.

The City will use 2019 Assessment Grant funds to perform Phase I and Phase II ESAs and develop associated cleanup plans for targeted Brownfield sites within the Warren-South-Broad Street Corridor, whose end use is consistent with the following land-use goals: 1) Encourage and attract value-added manufacturing and exporting businesses in order to promote job growth; 2) Establish mixed-income and market-rate housing primarily through in-fill development within and near established neighborhoods; 3) Encourage environmentally-friendly site reuse options, particularly for locally-owned businesses and entrepreneurial ventures; and 4) Expand open space and existing parks within this industrial Corridor to open up access to the River and improve quality of life. These goals are consistent with planning documents adopted by the City: Master plan (2001), Downtown Redevelopment Plan (2013), Community Development Block Grant (CDBG) Action Plan (Annual), Community Challenge Regional Sustainability Plan (2013, HUD/EPA/DOT), and the Downtown Revitalization Initiative (2016).

In addition, the Glens Falls Feeder Canal (which provided a dedicated channel of Hudson River water to power area mills and factories in the 1800s) runs parallel to this targeted Corridor, and the Feeder Canal towpath and adjacent land is being considered for new or expanded open space, multi-use trails, small pocket parks, and a workforce housing development. The Warren County Bikeway trail also intersects with Warren Street in a heavy industrial part of the City (near several of the 8 priority sites listed earlier), and assessment and reuse planning activities will include consideration of trail improvements and street crossing upgrades to connect the Bikeway with the downtown and the regional Feeder Canal towpath trail.

**1.b.ii. Outcomes and Benefits of the Redevelopment Strategy (4 points)**

The City's community and economic development goals target the cleanup and redevelopment of the Warren-Broad Street Corridor with the following outcomes: a) Revitalize vacant commercial properties and attract new businesses; b) Increase construction of affordable and market-rate housing, including in-fill and special needs housing on vacant lots in well-established neighborhoods; c) Improve access to the Feeder Canal Trail parallel to the Hudson River; and d) Enhance linkages with existing city sidewalks, municipal parks, and the nearby Warren County Bikeway which connects Glens Falls to Washington County to the east and the Lake George/ Lower Adirondack Region 15 miles north.

Expected outcomes from this Program include the remediation and redevelopment of at least three (3) Brownfield Sites, the creation of 10 to 15 new jobs, a three percent increase in the City's commercial tax base, the enhancement of one-half additional acre of open space and/or recreational facilities, and the creation of sidewalks and pedestrian safety features to link the Feeder Canal and the Hudson River waterfront along the City's southern border. With regards to the creation of new jobs, business owners will be encouraged to utilize workers that are trained through the City's second EPA Brownfields Job Training Program that will provide training to at least 50 individuals by September 2019.

We know EPA Assessment funding actually leads to these outcomes, as a regional mental health non-profit has announced (January 2019) the construction of a 28-unit transitional housing/homeless facility with on-site staff and services for individuals receiving mental health treatment on a former iron foundry site off of Warren Street. That site received both EPA Phase I and II ESA funding (2015) that encouraged the prior owner to properly remove materials and debris and have the site re-tested for contamination before it was sold to the regional mental health agency for this beneficial new housing use.

**1.c. Strategy for Leveraging Resources (6 points)**

**1.c.i. Resources Needed for Site Reuse (4 points)**

Glens Falls has been working for the last decade to invest in a new economic foundation that can keep local youth here and attract young professionals and families back to the City. Those investments include street, water, and sewer upgrades totaling more than \$15 million to attract businesses and residents to the downtown business district.

As a result of plans created through a HUD Community Challenge Grant (2010) and a HUD Regional Sustainability Planning Grant (2011), the City received a \$10 million award in the first round of the Downtown Revitalization Initiative (DRI). Targeted to a four-square block area in the middle of the larger Warren-Broad Street Corridor, this DRI award will leverage at least \$25 million in private financing for mixed-use developments, new public-private parking facilities, streetscape enhancements to attract new businesses, and the creation of a year-round indoor-outdoor farmers marketplace and commercial-grade kitchen facility for community group and non-profit use. The DRI is focused on shovel-ready sites and developers who have secured vacant properties within the middle core of the Warren/South/Broad Street Corridor.

Thus far, the City has already leveraged an estimated **\$45 million** in public and private investments since 2003 as a result of \$600,000 in EPA assistance (from three prior Assessment Grants). Those investments include \$290,000 for the cleanup of a contaminated textile mill (36 Elm Street-EPA Phase I and II; \$26 million to create 56 market-rate apartments in a former silk factory-EPA Phase I and II; \$600,000 for renovation of the Empire Theater for mixed residential and retail space-EPA Phase I; \$5.5 million for conversion of an old carriage factory into middle income apartments and office space; \$2.5 million for replaced water and sewer lines and utilities (South and Broad Streets); \$150,000 in grants to small business owners for retail store improvements and building facades on South Street, \$1.5 million for public parking improvements on a former Brownfield on South Street-EPA Phase I and II; \$250,000 invested by home builders to return foreclosed houses back to new home owners, and construction of 87 market rate apartments and a new culinary arts studio on a former surface parking lot as part of the City's \$10 million DRI investments now being implemented-EPA Phase I.

What the DRI award is missing, however, is the ability for the City to assess and investigate Brownfield properties that would otherwise be bypassed by developers as too complicated or too expensive to deal with unknown contamination.

1.c.ii. Use of Existing Infrastructure (2 points)

Virtually all potential Brownfield Sites in the City are connected to public water, sewer, and electric service. Natural gas is available in Glens Falls, but not all sites have access to enough gas to serve their possible new uses, including light manufacturing. Most sites are also connected to, or at least nearby, existing sidewalks and trails in varying condition. Therefore, the availability of water, sewer, gas and electric, as well as high-speed broadband, will be included in the site selection ranking criteria that the City and its Brownfields Team will use to guide the allocation of EPA funding. The City will prioritize sites that will be connected to sufficient infrastructure and are close to our public bus system and walk-able sidewalks *ahead* of sites that require expensive extensions or upgrades of water and sewer, utility, or sidewalks.

**2. Community Need and Community Engagement (20 points)**

**2.a. Community Need (12 points)**

2.a.i. The Community's Need for Funding (3 points)

Up until the early 1980s, Glens Falls was an economic driver for much of northern New York stretching between Albany and the Canadian Border. Lumber, pulp, talc, limestone, and fabrics were transported to Glens Falls for processing and distribution. Thirty-years later, population has fallen by several thousand people (since 1970), a total of 12 factories have closed or downsized, resulting in a loss of 4,500 jobs, and in 2016 General Electric completed the closure of its last capacitor plant in the Northeast (in neighboring Fort Edward) costing another 200 jobs in a region still struggling to shift our economy away from heavy manufacturing. Commercial tax revenue is limited, putting a strain on annual City budgets and forcing higher property taxes than those experienced by our surrounding suburban communities. The City remains an Entitlement CDBG Community (HUD), making it eligible for annual block grants to aid low and moderate income households. Our median household income of \$48,716 continues to stagnate well below that of New York State (\$62,765).

2.a.ii. Threats to Sensitive Populations (9 points)

(1) Health or Welfare (3 points)

The Warren/South/Broad Street Corridor contains more than 70% of all vacant or deteriorated commercial properties within the City based on a recent inventory of more than 1,200 properties completed with three prior EPA Assessment Grants, local tax assessment records, and a “zombie” property grant provided through the NYS Attorney General’s Office to help quantify the extent and impact of residential foreclosures within the City. In addition, substandard housing within this Corridor is estimated to be greater than 60 percent (especially within the east end of Warren Street), more than double the rate for the northern parts of the City. Police, fire, and code enforcement activity within the South and Broad Street portion of the Corridor are higher than the rest of the City, reflecting the social and economic distress many families experience as a result of lower household incomes, older and substandard housing conditions, and the loss of once-stable industrial jobs.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions (3 points)

In July 2018, the NYS Department of Health (DOH) launched a study to determine why Warren County, which includes Glens Falls has the highest rate of all types of cancers combined out of 62 counties within the State (*Post-Star*, 7/6/2018). Governor Andrew Cuomo announced the study at Glens Falls Hospital, and the DOH is expecting to target various risk factors including personal health habits, easy access to healthy foods and exercise, and environmental factors including sources of pollution (current facilities and past land uses) from throughout the County and surrounding region that may be impacting long-time residents.



While the State-sponsored cancer study is notable, it may also indicate factors or causes beyond the City's borders. Nonetheless, past concentrations of heavy lumber, pulp, textile, and clothing factories, along with a former pigment plant (Ciba-Geigy) and long-time cement manufacturing along the Hudson River have contributed (and are still discharging to the River and in the air *under State permits*) various chemicals and contaminants. In addition, many notable high-risk Brownfield properties are located within the downtown business district or working-class neighborhoods and could be accessible to the public. PCBs, for example, have been found in the type of waste oil that was known to have been sprayed on parking lots to reduce dust levels during the 1950s and 60s at various commercial facilities. Other hazards found in Glens Falls and potentially accessible at certain properties include rusted and broken machinery and vehicles, friable asbestos siding and insulation, and deteriorated lead-based paint.

**(3) Economically Impoverished/Disproportionately Impacted Populations (3 points)**

According to the Environmental Justice Division of the NYS Department of Environmental Conservation (DEC), Warren Street at the eastern end of the City (targeted in this proposal) is a "potential environmental justice area." Specifically, nearly 28% of the residents in this dense neighborhood (Census Block Group ID No. 361130705002, population of 1,003) have household incomes below the federal poverty level. Furthermore, the Warren/South/Broad Street Corridor encompasses the poorest households (27% poverty), the oldest housing stock (50% of all homes built before 1939), a higher percentage of special needs households (elderly, disabled, and single parents) (HUD and the American Community Survey). Furthermore, according to the 2010 Census, the poverty rate in Census Tract 702 (including Broad Street) is nearly double (30%) the poverty rate for the entire City (16%).

**2.b. Community Engagement (8 points)**

**2.b.i. Community Involvement (5 points)**

The following community partners are familiar with the City's Brownfields Program and will be *directly* involved in helping the City with public outreach and site identification, and they will also provide valuable input on the development of end-use feasibility studies.

<b>Partner Name</b>	<b>Point of Contact (Name, Email &amp; Phone)</b>	<b>Project Role</b>
Plumbers and Pipefitters Local 773	Scott D. Martell, Tel: (518) 792-9157; Email: ScottM@lu773.org	Provide location for Env. job skills training classes
City of Glens Falls Housing Authority	Robert J. Landry, Exec. Director Tel: (518) 793-2583	Assist in the public engagement process
NAACP Glens Falls Chapter	Mary Gooden Tel: (518) 986-1163	Assist in development of Brownfield site inventory
Warren-Hamilton Counties Community Action Agency	Lynn Ackershoek, Exec. Director Tel: (518) 793-0636	Assist in the public engagement process
Greater Glens Falls Senior Citizens Center, Inc.	Kim Bren, Tel:(518) 793-2189; Email:agreaterglensf@nycap.rr.com	Economic opportunity & environmental justice
Glens Falls Family YMCA	Brian Bearor, Tel: (518) 793-3878; website: www.glensfallsymca.org	Serve on the Brownfield Advisory Committee
Crandall Public Library	Kathleen U. Naftaly, Tel: (518) 792-6508	Provide location for information access
Adirondack / Glens Falls Transportation Council	Aaron Frankenfeld, Tel: (518) 223-0086; Email: info@agftc.org	Provide planning assistance for meetings

Greater Glens Falls Local Development Corporation	Daniel Hall, Tel: (518) 761-3805; Email: mayor@cityofglensfalls.com	Offer financial assistance - revolving loan program
Glens Falls Industrial Development Agency	Judith A. Calogero Tel: (518) 691-0537	Provide direct business recruitment assistance
City of Glens Falls Urban Renewal Agency	Daniel Hall, Tel: (518) 761-3805; Email: mayor@cityofglensfalls.com	Assist in development of Brownfield site inventory

**2.b.ii. Incorporating Community Input (3 points)**

The City of Glens Falls has created a volunteer Brownfields Team and a comprehensive Community Involvement Plan (CIP) to inform affected residents, elected officials, and community groups about current Brownfield assessment activities and specific clean-up projects. The City uses this Plan to solicit comments regarding environmental findings at investigated sites and review potential redevelopment plans with residents of the affected neighborhoods. The City will update its CIP and continue to encourage frequent public participation upon approval of this Assessment Grant proposal.

**3. Task Descriptions, Cost Estimates, and Measuring Progress (35 points)**

**3.a. Description of Tasks and Activities (15 points)**

**Project Implementation (10 points)**

As demonstrated with the previous EPA Assessment Grants, the City will utilize a project management system to successfully implement this grant in the allocated three-year time period. The City has empowered its volunteer Brownfields Team to coordinate activities in conjunction with the Brownfields Coordinator, Mr. Edward Bartholomew. The Brownfields Team includes members of the Greater Glens Falls Local Development Corporation (LDC), Common Council members representing the Warren-Broad Street Corridor, downtown property and business owners, and members of civic and neighborhood-based organizations and interested citizens.

As previously noted, the City's inventory efforts over the past 15 years have identified more than 35 viable sites yet to be investigated and at least 8 priority Brownfield Sites that have the potential to serve as catalytic redevelopment projects that will lead to additional investment within the Warren-South-Broad Street Corridor. As this Assessment Grant progresses, other Brownfield Sites will be identified based on the following criteria: 1) Level of perceived contamination and threat to human health and the environment; 2) Potential for site redevelopment and job creation within one to three years; 3) Level of community support for the cleanup and redevelopment of the property; and 4) Degree to which the proposed end use of the site is compatible with the City's Master Plan, CDBG Action Plan, and the Downtown Revitalization Initiative for properties within the core area of South and Broad Streets.

The City has also developed a Site Access Agreement for use with private property owners. Therefore, once the City has been notified of the award of the Assessment Grant by the EPA, the City will contact the owners of the previously noted priority Brownfield Sites and provide them with a draft site access agreement for review and approval.

**Task/Activity Lead (5 points)**

Upon award of this Assessment Grant, the City will undertake a competitive procurement process under 40 CFR 31.36 for the selection of a qualified environmental consultant to implement this new Brownfields Assessment Program. Specifically, the selected environmental consulting firm will be responsible for the performance of all technical aspects of this project. In addition, the City has already identified the top priority Brownfield Sites to be evaluated with the Assessment Grant, and site access has been discussed with several property owners. As such, the

City is well prepared to proceed with the performance of environmental site assessments upon receipt of the proposed Assessment funding.

**3.b. Cost Estimates and Outputs (15 points)**

Cost Estimates (10 points)

The City of Glens Falls is requesting \$100,000 in Petroleum Assessment funding and \$200,000 in Hazardous Substances Assessment funding, for a total of \$300,000. The following tasks will be performed to implement this Program, and 90% of the requested \$300,000 will be allocated directly to Phase I and Phase II ESAs, Phase II Site Investigations, and the development of site cleanup cost estimates and end use feasibility plans for priority sites.

**Task 1:** Programmatic activities associated with quarterly performance and annual MWBE reporting, including regular ACRES reporting for assisted sites, coordination of and overseeing contractors selected for this program, travel associated with EPA-sponsored Brownfields conferences, and preparation of regular payment requests and documentation in accordance with all federal requirements and regulations.

- Brownfields Coordinator for 3 hours per month at \$50 per hour x 36 months = \$5,400
- Travel to EPA Region 2 Roundtables (periodic) and the National Brownfields Conference (one time during the grant period) = \$2,400

**Task 2:** Community Involvement/Outreach activities include the preparation of fact sheets and press releases (in English and Spanish) to update the community on the progress of Brownfields assessment activities. This task also covers the up-loading of program information to the City's recently revamped Website and posting to City-sponsored social media outlets for real-time reporting to the public, routine attendance at bi-weekly Common Council meetings, and City-sponsored forums within targeted neighborhoods (through the HUD-CDBG Program).

- Brownfields Coordinator for 6 hours per month at \$50 per hour x 36 months = \$10,800
- Community Involvement activities (paper supplies, printing, postage) = \$150

**Task 3:** Phase I and Phase II ESAs. Phase I ESAs will cover historical site usage, analysis of government records, and physical site inspections. Laboratory analysis of soil and groundwater samples, as well as tests and surveys of soils, groundwater, and other potentially hazardous materials will be conducted as part of the Phase II investigations. The City will complete up to 24 Phase I ESAs, and up to 6 Phase II site investigations, including the preparation of work plans and final site investigation reports under this task:

- 24 Phase I assessments at a cost of \$3,750 each (average) = \$90,000
- 6 Phase II investigations at a cost of \$23,500 each (average), for a total of \$141,000
- 1 Generic QAPP and 6 Site-Specific Sampling and Monitoring Plans = \$15,000
- Brownfields Coordinator review of ESA Reports for 105 hours at \$50 per hour = \$5,250

**Task 4:** Preparation of site cleanup alternatives and cost estimates and property reuse alternatives for priority sites with completed Phase II investigations or otherwise identified by the Brownfields Team as having significant reuse potential within 12 to 18 months of EPA work.

- Evaluate 6 sites at an average cost of \$4,375 per site = \$26,250.
- Brownfields Coordinator review of Reuse Reports for 75 hours at \$50 per hour = \$3,750

<b>Budget Categories</b>	<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>	<b>Total</b>
<b>Personnel</b>	\$1,635 (P)	\$3,265 (P)	\$1,590 (P)	\$1,135 (P)	\$7,625 (P)
<b>(\$45.35/hr)</b>	\$3,265 (H)	\$6,535 (H)	\$3,175 (H)	\$2,270 (H)	\$15,245 (H)

<b>Fringe Benefits</b> (10.2%)	\$165 (P) \$335 (H)	\$335 (P) \$665 (H)	\$160 (P) \$325 (H)	\$115 (P) \$230 (H)	\$775 (P) \$1,555 (H)
<b>Travel</b>	\$800 (P) \$1,600 (H)	\$0	\$0	\$0	\$800 (P) \$1,600 (H)
<b>Equipment</b>	\$0	\$0	\$0	\$0	\$0
<b>Supplies</b>	\$0	\$50 (P) \$100 (H)	\$0	\$0	\$50 (P) \$100 (H)
<b>Contractual</b>	\$0 (P) \$0 (H)	\$0 (P) \$0 (H)	\$82,000 (P) \$164,000 (H)	\$8,750 (P) \$17,500 (H)	\$90,750 (P) \$181,500 (H)
<b>Total Petroleum (P)</b>	\$2,600	\$3,650	\$83,750	\$10,000	\$100,000
<b>Total Hazardous (H)</b>	\$5,200	\$7,300	\$167,500	\$20,000	\$200,000
<b>Total Grant Request</b>	\$7,800	\$10,950	\$251,250	\$30,000	\$300,000

Outputs (5 points)

The City will complete at least 24 Phase I ESAs and 6 Phase II Site Investigations under this Program. In addition, cleanup alternatives and reuse feasibility plans will be developed for each of the 6 Phase II sites.

**3.c. Measuring Environmental Results (5 points)**

Pursuant to EPA Order 5700.7, "Environmental Results under EPA Assistance Agreements," the City will be responsible for tracking the short- and long-term outputs and outcomes of this Assessment Grant. The expected outcomes include the remediation and redevelopment of at least three Brownfield Sites, the creation of 10-15 new jobs, a three percent increase in the City's commercial assessed value, the addition of 15 market-rate and 10 affordable or mixed income housing units, the enhancement or expansion of a half-acre of open space or existing recreational areas, and the creation or rehabilitation of 500 feet of sidewalks and multi-use trails in the vicinity of the Glens Falls Feeder Canal and the Hudson River along the City's southern border. With regards to the creation of new jobs, business owners will be encouraged to utilize workers that are trained through the City's current EPA Brownfields Job Training Program that was awarded to the City in September 2016 and has completed two training sessions so far during that program's implementation.

**4. Programmatic Capability and Past Performance (15 points)**

**4.a. Programmatic Capability (9 points)**

4.a.i. Organizational Structure (5 points)

Programmatic activities will be coordinated by Mr. Edward Bartholomew, who is also the City's Economic and Community Development Administrator and President of the Warren County Economic Development Corporation (EDC). Mr. Bartholomew is a former Mayor of Glens Falls and NYS Senate attorney with extensive experience in municipal administration, public financing, land use and development, and policy coordination among local, state, and federal agencies. Mr. Bartholomew is the primary staff person coordinating and overseeing the economic development policies of the City in conjunction with the LDC and IDA and other stakeholder groups

An environmental consultant, selected by the federal procurement process, will serve as the environmental project manager of the EPA Brownfields Assessment program on behalf of the LDC. The selected consultant, including a licensed geologist and supporting environmental scientists, will be responsible for the performance of Phase I and Phase II ESAs and the development of cleanup alternatives and reuse feasibility plans. The consultant will also serve as a liaison between the LDC, the EPA, and the NYSDEC.

**4.a.ii. Acquiring Additional Resources (4 points)**

The City's long-standing experience with EPA Grants and the professionalism of Mr. Bartholomew and City staff (Program Coordinator and Account Clerk) involved in the Brownfields Program, as well as the involvement of partnering contracted professionals, demonstrates the capacity of the City to retain project leadership should employee turnover occur. However, the City will use its standard personnel recruiting procedures and existing Human Resource Manager and policies to recruit qualified staff quickly if a position is vacated. The selected consultant will also be in a position to continue with program activities with direct access to the Mayor and Brownfields Team in the event the City's Coordinator position changes.

**4.b. Past Performance and Accomplishments (6 points)**

**4.b.i. Currently Has or Previously Received an EPA Brownfields Grant (6 points)**

**(1) Accomplishments (3 points)**

The City of Glens Falls has received three EPA Community-Wide Assessment Grants (\$200,000 each) in FY-2000 (BP-98228901), FY-2003 (BF-98288803), and FY-2009 (BF-97230500). In addition, the City is the lead recipient of a \$600,000 Coalition Assessment Grant awarded in FY-2013 (BF-96286514 Petroleum/BF-96286714 Hazardous Substances) that will be completed in September 2019. All three Community-Wide Assessment Grants committed their funding for Phase I, II, and reuse planning activities at nearly 85 properties. Those grants are closed, and site-specific data has been entered into the ACRES database. The City is in compliance with its Coalition Assessment Grant Cooperative Agreement, including up-to-date submission of quarterly and annual reports to EPA Region 2.

The City has also received two \$200,000 EPA Environmental Workforce Development and Job Training Grants. Under the City's 2012 Job Training Grant (JT-96293912), we have enrolled 71 qualified candidates for three separate Training Sessions between November 2014 and September 2015. Of the 49 graduates, 34 were able to secure employment following the completion of the Job Training Program (69% placement rate for this first-ever EPA job training program). The City was awarded its second \$200,000 EPA Job Training Grant (JT-96272616) in September 2016, and it has held two separate Job Training sessions thus far. The City is in compliance with all reporting requirements for the 2016 Job Training Cooperative Agreement.

**(2) Compliance with Grant Requirements (3 points)**

There are no adverse audit findings associated with state and federal grants administered by the City of Glens Falls, including the three (3) previous EPA Assessment Grants, the previous Environmental Workforce Development and Job Training Grant, and the current Coalition Assessment Grant and Environmental Workforce Development Grant being completed this year.

## Attachment A

### Threshold Criteria for EPA Brownfields Assessment Grants

1. Applicant Eligibility - The City of Glens Falls is the sole applicant for the proposed Glens Falls Community-wide Brownfields Assessment Program using FY2019 EPA funding. The City is a “general purpose unit of local government” as defined under 40 CFR Part 31.
2. Community Involvement – The City of Glens Falls has created a Brownfields Team and a comprehensive Community Involvement Plan (CIP) to inform affected residents, elected officials, and community groups about current Brownfield assessment activities and specific clean-up projects. The City uses this Plan to solicit comments regarding potential hazards and environmental findings at investigated sites and review redevelopment plans with residents in affected neighborhoods. The City will update its CIP and continue to encourage public participation upon approval of this Assessment Grant proposal.

For this Brownfields Assessment Program, the City will utilize media outlets including local daily and weekly newspapers (*The Post-Star* and *Chronicle*), cable access television based in Glens Falls (*Look TV8*), Crandall Public Library, and the City’s Economic and Community Development Office, and regular neighborhood meetings held by Common Council members in affected Brownfield site areas. In addition, the City will develop a new Brownfields Assessment grant web page on its website that will be used to provide the public with updates regarding the progress of the Brownfields Assessment Program. Furthermore, the City will utilize its Facebook page and Twitter account to inform the public of the Assessment Grant award, and to provide the public with a means by which to solicit comments about specific properties of interest and interact with the City on the status and progress of the Program. The City will also implement the following actions to ensure that the community is informed about Brownfield cleanup and redevelopment activities:

- Special Brownfield Meetings will be held to discuss the Brownfields Assessment Program. The Program will be advertised in local newspapers and on the City’s website. Two public meetings are planned. At the first meeting, the City will introduce the staff who will oversee the project, and explain how the Program will fit into the larger strategic development and downtown revitalization efforts undertaken by the City. Staff will present the approach to be used in the performance of ESAs, the criteria to be used in selecting specific sites, and the development of cleanup and reuse plans. A second public meeting will be advertised and held to answer questions about the ongoing results of the project during the first quarter of the third year of the three-year project period.
- Outreach to stakeholders, such as fact sheets describing specific targeted Brownfield sites, cleanup alternatives, and general program status will be distributed to all Common Council members, property owners, non-profit civic organizations, downtown businesses, and neighborhood groups within the Warren-Broad Street Corridor. These materials will be prepared in both English and Spanish (although there are no concentrations of minority populations in Glens Falls) and updated as needed throughout the project period.

3. Expenditure of Assessment Grant Funds – Refer to the attached documentation from the [www.ASAP.gov](http://www.ASAP.gov) website which indicates that the City of Glens Falls has drawn down more than 70% of the awarded funding for the Coalition Assessment grant.

## Payment Transaction Confirmation

Payment Request Sequence Number : 12-14-2018 64549128

Payment Request Type :	Individual
Payment Method :	ACH
Bank Relationship :	021302554****1875
Requested Settlement Date :	12/17/2018
Requested Date and Time :	12/14/2018:09:36
Total Items :	2

**Recipient : CITY OF GLENS FALLS (3645838)**

**Federal Agency : ENVIRONMENTAL PROTECTION AGENC (68128933)**

**Cash On Hand : Total :\$10,506.18**

Seq # / Item #	Account ID	Account Status	Request Reference Number	Available Balance	Remittance Code	Remittance Amount	Amount Requested	Payment Request Status
00001/1	BF96286514	Open		\$48,615.13				Queued to be sent to ACH
	BF96286514-G200OR00	Open					\$7,072.98	
00002/1	BF96286714	Open		\$40,126.16				Queued to be sent to ACH
	BF96286714-G200NY00	Open					\$3,433.20	



## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

01/31/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

\* a. Legal Name:

City of Glens Falls

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

146002198

\* c. Organizational DUNS:

0804569160000

d. Address:

\* Street1:

42 Ridge Street

Street2:

\* City:

Glens Falls

County/Parish:

Warren

\* State:

NY: New York

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

128013505

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

\* First Name:

Edward

Middle Name:

M

\* Last Name:

Bartholomew

Suffix:

Title:

Community Development Administrator

Organizational Affiliation:

City of Glens Falls

\* Telephone Number:

518-761-6007

Fax Number:

518-798-5029

\* Email:

ebartholomew@edcwc.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-18-06

\* Title:

FY19 GUIDELINES FOR BROWNFIELDS ASSESSMENT GRANTS

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

City of Glens Falls Brownfields Assessment and Redevelopment Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

21

\* b. Program/Project

21

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

10/01/2019

\* b. End Date:

09/30/2022

**18. Estimated Funding (\$):**

* a. Federal	300,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	300,000.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Mr.

\* First Name:

Daniel

Middle Name:

\* Last Name:

Hall

Suffix:

\* Title:

Mayor

\* Telephone Number:

518-761-3800

Fax Number:

518-761-0234

\* Email:

mayor@cityofglensfalls.com

\* Signature of Authorized Representative:

Edward M Bartholomew

\* Date Signed:

01/31/2019